

REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION

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February 10, 2004

**FROM: JAMES A. FELTEN, Public Health Programs Administrator
DEPARTMENT OF PUBLIC HEALTH**

**SUBJECT: CONTRACT WITH THE COUNTY OF RIVERSIDE COMMUNITY HEALTH
AGENCY FOR THE LATINO 5 A DAY NUTRITION PROGRAM**

RECOMMENDATIONS:

1. Rescind Contract # 03-584 approved by the Board on June 24, 2003 between the County of San Bernardino Department of Public Health and County of Riverside Community Health Agency to provide California Latino 5 a Day education program services in Riverside County for the period of January 1, 2003 through December 31, 2003.
2. Approve Contract between County of San Bernardino Department of Public Health and County of Riverside Community Health Agency in the amount of \$25,000 to provide California Latino 5 a Day education program services in Riverside County for the period of January 1, 2003 through December 31, 2003.

BACKGROUND INFORMATION: Approval of this item will allow the County to provide payment to the County of Riverside Community Health Agency (CRCHA) for the Latino 5 a Day and physical activity campaign in Riverside County. Services were provided in 2003 but have not been billed.

Since 1994, the State Department of Health Services (DHS) has funded the Latino 5 a Day Campaign Program, a statewide social marketing initiative aimed at encouraging Latino adults aged 18 to 54 years and their families to consume 5 or more servings of fruits and vegetables and be physically active at least 30 minutes every day. The *Latino 5 a Day Campaign* is one of five targeted programs that comprise the *California 5 a Day Campaign*, a statewide initiative led by the California Department of Health Services' Cancer Prevention and Nutrition Section in conjunction with the *California Nutrition Network for Healthy, Active Families (Nutrition Network)*. All of the targeted programs of the *California 5 a Day Campaign* are administered by the Public Health Institute (PHI) in cooperation with the National 5 a Day Program of the National Cancer Institute (NCI).

In October 2002 the Department received an award letter from PHI for the *Latino 5 a Day Campaign* in the amount of \$110,000 for the period January 1, 2003 through December 30, 2003. There was no application required for this grant; PHI awarded this opportunity based on the Department's proven track record with the *Children's 5 a Day - Power Play! Campaign*.

Page 1 of 2

Record of Action of the Board of Supervisors

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**CONTRACT WITH COUNTY OF RIVERSIDE COMMUNITY HEALTH AGENCY FOR THE
LATINO 5 A DAY NUTRITION PROGRAM**

February 10, 2004

Page 2 of 2

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The agreement included \$25,000 for outreach activities in Riverside County for Fiscal Years 2002-2003 and 2003-2004. CRCHA was responsible for implementation of the workplan in Riverside County and reports directly to County of San Bernardino. The balance of funding for the agreement with PHI, \$85,000, was used for program service delivery in San Bernardino County. Services and outreach information was provided to over 255,000 individuals throughout San Bernardino and Riverside Counties for the time period January 1, 2003 through December 31, 2003.

On February 19, 2003 the Department received the agreement from PHI and forwarded a copy to CRCHA. CRCHA submitted its program budget on March 12, 2003. After obtaining the final approvals from PHI, a draft of the contract was forwarded to CRCHA staff on May 13, 2003 for review. Approval of the contract content was received on June 3, 2003 from CRCHA. Since the County of San Bernardino was designated as the primary grantee/lead agency, the contract was presented to the Board for approval on June 24, 2003 and subsequently forwarded to CRCHA for approval by the Riverside County Board of Supervisors.

On October 7, 2003 the County received notification from CRCHA that County Counsel of Riverside County was requesting modifications to insurance language in the contract. Although the original contract had already been approved by San Bernardino County's Board of Supervisors but not by the Riverside County Board of Supervisors, it was agreed by both parties that a new contract would be issued and the original contract would be voided. County Counsel reviewed the request and approved the changes requested by CRCHA. Copies of the new contract were provided to CRCHA on November 26, 2003. The contracts were signed and approved by the Riverside County Board of Supervisors on December 16, 2003 and were received by the Department on January 8, 2004. Contracts are being submitted for approval at the first available Board date. Subsequent to Board approval, information will be sent to CRCHA requesting that an invoice in the amount of \$25,000 be remitted to the County for processing and payment.

REVIEW AND APPROVAL BY OTHERS: This item has been reviewed by HSS Contracts (Lori Ciabattini, Administrative Supervisor, (909) 388-0253) on January 22 2004; the Office of County Counsel (Charles Larkin, Deputy County Counsel, (909) 387-5433) on January 28, 2004; and the County Administrative Office (Carol Hughes, Administrative Analyst, (909) 388-0211) on February 2, 2004.

FINANCIAL IMPACT: Approval of this contract requires no local cost. All expenditures are reimbursable through the revenue contract and agreement with PHI. Adequate appropriations and revenue are included in the Department's approved FY 2003-2004 budget.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and recommends approval as all costs are fully reimbursed by the State.

SUPERVISORIAL DISTRICT (S): All

PRESENTER: James A. Felten, Public Health Programs Administrator, (909) 387-9146

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